

**The Greene School  
BOD Meeting minutes  
94 John Potter Rd  
West Greenwich, RI  
January 15<sup>th</sup>, 2014 at 7PM**

Open Session:

Call to order at 7:06PM

Members present: Amy, Jen, Laura, Dean, Dick, Gayle, Kurt, Dick, and David

Non-members present: Deanna Duncan ( Head of School), Joel LaSalle ( potential new board member) and Lisa Cash ( Business manager)

Reading of the Mission Statement- done by Jen Sherer

Welcome and Introductions: Staff and students of the month

David made a motion to approve both the open and closed meeting minutes from 11/20/13. Jen 2<sup>nd</sup>. All agreed unanimously. David made a motion to approve both the open and closed meeting minutes from 12/9/2103. Dick 2<sup>nd</sup>. All agreed unanimously. Dick made a motion to approve the 12/9/2013 RIDE interview meeting minutes-. David 2<sup>nd</sup>. All agreed unanimously.

Dick made a motion to elect Joel LaSalle to the Board of Directors. Laura 2<sup>nd</sup>. All agreed unanimously. Dick made a motion to elect Joel LaSalle to the Treasurer position on the BOD, replacing the interim treasurer, Paul Morse. Gayle 2<sup>nd</sup>. All agreed unanimously.

Old Business:

1. Head of School report

- a. Ms. Duncan's Head of School report and data dashboard have been circulated to BOD prior to the meeting.
- b. Ms. Duncan has been looking at patterns around student suspensions- these students have a behavior plan and remain enrolled at our school. Also sharing data dashboard with the school leadership team
- c. Intensive grades
  - i. Great success in the building block intensive: 58% of students who- took this are now proficient in all of their courses . This intensive is credit bearing.
  - ii. Habits of mind intensive is for students who are failing Habits of work so these kids need different skills than the building block kids – work on setting short term goals and organizational skills- Dee will check her data again at the end of this semester to see results better- new intensive and may need some tweaking. 83% of students in this intensive met the learning targets which is credit bearing.

1. Plans will be put in place for students not meeting proficiency after this intensive
  - d. 11 seniors retook the necap test this fall- results are not in yet.
    - i. Those that did not meet growth or at partial proficiency will be able to retake it again ( a shorter test) ASVAB testing took place yesterday at school- this is a waiver test for the necap
    - ii. Parents and students will be notified if they did not pass the necap test/meet this graduation requirement- meetings will parents/students will take place
    - iii. Moving towards the PARCC testing- our school is field-testing this exam- 11<sup>th</sup> graders are taking it.
  - e. Applications- status quo in comparing how many we had last year. Post cards have been sent to as many current 8<sup>th</sup> grade students that we could get addresses for. This helped to increase the numbers at our open houses.
  - f. TGS submitted a proposal to RIDE in response to an RFP RIDE placed looking for consultants to work with schools eligible for housing aid reimbursement. Now RIDE requires all schools receiving housing aid will need to have a plan to- show that their school- can be used as a teaching tool- green building. Will be a while until we hear the results.
  - g. Just today- the green ribbon application was sent to the state- deadline was met
  - h. The state will pick a few to nominate to go to the national level.
  - i. New venue needed for 100 mile dinner
    - i. Need to have a more sufficient kitchen. Some venue ideas were discussed
    - ii. Dinner will be Friday, June 13<sup>th</sup>. There will be an article in Edible Rhody this spring from last year's dinner.
2. Finance Committee report- meeting was held on 1/10/2014
    - a. Was attended by Paul, Dean, Rick, Lisa , Dee, Joel, Gayle, Jen
    - b. Randy Dittmar agreed to be paid \$5,000.00
    - c. Minutes ( hardcopy) have been circulated in regards to this meeting
    - d. Vote on audit ratification
      - i. Joel made a motion that the finance committee has accepted the audit and the responses to the management letter have been made. Dean 2<sup>nd</sup>. All agreed unanimously.
    - e. Transportation options are being discussed at the committee level
  3. Facilities Committee report
    - a. Still working on lease with URI- Mr. Mitchell states that these are slow months at URI
    - b. Dick suggests another meeting with Bob Weygand
    - c. Tom Mitchell has retired from Director of Alton Jones Campus
    - d. Need a lease before starting our capital campaign
    - e. Hard to make our salaries as we can't grow to 210 students yet and our rent is so high
    - f. Gayle suggests meeting with John Tassoni who has helped two other charter schools through the General Assembly

4. Fundraising Committee update
  - a. Pasture Golf: May 3<sup>rd</sup> ( rain date May 4<sup>th</sup>) at the Washington State fairgrounds
  - b. David and Dick will walk around the fair grounds to check them out in relation to playing golf
5. Governance Committee
  - a. Approval of bylaw revisions
    - i. Jen made a motion to approve the bylaw revisions, which were written by Robert Coulter, Esq. Gayle 2<sup>nd</sup>. All agreed unanimously.
  - b. Conflict of interest policy circulated with annual statements: Dick states he will form a committee to work on a Conflict of Interest Audit. Everyone present at the meeting signed a conflict of interest annual statement form collected by Laura Clavette

New Business:

1. Committee assignments
  - a. Executive committee: Amy Pratt , Jen Sherer, Laura Clavette and Joel LaSalle
  - b. Personnel : Chairperson is Dick West. Members are: Amy Pratt, Jen Sherer, Deanna Duncan, Jim Constantine, Paul Morse
  - c. Academic Standards: Chairperson is Jen Sherer. Members are: Amy Pratt, Debbie Fletcher, Deanna Duncan, Fran Mossberg
  - d. Finance and Audit : Chairperson is Paul Morse. Members are: Dean Burdon, Joel LaSalle, Gayle Jendzejek, Rick Goldman, Lisa Cash, Karen O'Neil, Deanna Duncan
  - e. Governance: Chairperson is Christa Andrews. Members are: Laura Clavette, Kelly Presley, Jim Constantine, and Kurt Teichert
  - f. Fundraising: Chairperson: David Mitchell, Members are: Christa Andrews, Deanna Duncan , Amy Pratt, Laura Clavette
  - g. Facilities: Chairperson: Amy Pratt: Members: Dick West, Kurt Teichert, Amy Pratt, Paul Morse, Gayle Jendjek, Deanna Duncan, Kelly Presley
2. Form an evaluation team for this year's Head of School evaluation/compensation update:
  - a. Committee will be Amy Pratt, Jen Sherer and Paul Morse
3. Board procedure discussion
  - a. Kurt suggests budgeting time for discussion

Kurt made a motion to adjourn the meeting at 9:08PM, - Gayle 2<sup>nd</sup>. All agreed unanimously.